

**CITY OF KINGMAN
MEETING OF THE COMMON COUNCIL
Council Chambers
310 N. 4th Street**

6:00 P.M.

AGENDA

Monday, January 4, 2010

REGULAR MEETING

CALL TO ORDER & ROLL CALL

INVOCATION will be given by Chaplain Dave Patriquin of the Kingman Fire Department Honor Guard
PLEDGE OF ALLEGIANCE

THE COUNCIL MAY GO INTO EXECUTIVE SESSION FOR LEGAL COUNSEL IN ACCORDANCE WITH A.R.S.38-431.03(A) 3 TO DISCUSS ANY AGENDA ITEM. THE FOLLOWING ITEMS MAY BE DISCUSSED, CONSIDERED AND DECISIONS MADE RELATING THERETO:

1. APPROVAL OF MINUTES

The Regular Meeting minutes of December 21, 2009

2. APPOINTMENTS

2010 Municipal Utility Commissioner Appointments

The Municipal Utility Commission met on December 17, 2009 to review its membership and applications for reappointment and replacement to the Commission. Stuart Anderson and Marvin Yarbrough's second terms both ended on December 31, 2009, with Stuart Anderson not seeking another term. Marvin Yarbrough was recommended for a third term. This will require a supermajority vote of the Council. David Amspoker's first term ends on December 31, 2009. He is willing to serve a second term and was recommended for reappointment by the Commission to serve such term. Craig Schritter indicated that he will be resigning to accept an appointment to the Planning and Zoning Commission, leaving a two year term unfilled. The Commission interviewed Kathleen Murray and Dustin Lewis and recommends they be appointed to fill the vacancy of Stuart Anderson for a three year term and fill the remaining two year term for Craig Schritter. **The Commission by a vote of 6-0 recommends reappointments and appointments of:**

- 1. Marvin Yarbrough for reappointment by supermajority vote of Council**
- 2. David Amspoker for reappointment**
- 3. Kathleen Murray for appointment through December 2012**
- 4. Dustin Lewis for appointment replacing Craig Schritter through December 2011**

3. AWARDS/RECOGNITION

a. Employee Service Awards

In appreciation for their hard work, dedication, and loyalty, the Mayor and Council would like to recognize employees who have reached years of service milestones, beginning at five years of service and continuing at each five year interval. Tonight the Mayor and Council hereby convey their earnest appreciation to:

| | | | |
|----|-------------------|--------------------------|------------------|
| 30 | Jack Kramer | City Manager | City Manager |
| 30 | Steve Cramer | Water Technician A | Water Operations |
| 20 | Debra McKee | Administrative Assistant | Fire |
| 10 | Chris Ackerman | Wastewater Technician A | Wastewater |
| 10 | Yvonne Cossio | Recreation Coordinator | Recreation |
| 10 | Dennis Gilbert | Police Officer | Police |
| 10 | Dan Rodriguez | Lieutenant | Police |
| 5 | Mike Barnes | Fire Fighter | Fire |
| 5 | Byran Bredenkamp | Police Officer | Police |
| 5 | Joshua Cowin | Fire Engineer | Fire |
| 5 | Peter Lowther | Pool Maintenance Worker | Recreation |
| 5 | Brandon Medlin | Fire Fighter | Fire |
| 5 | Joseph Meins | Fire Engineer | Fire |
| 5 | Dennis Miller | Police Officer | Police |
| 5 | Tanner Miller | Fire Fighter | Fire |
| 5 | David Ravenberg | Fire Engineer | Fire |
| 5 | Andrew Rucker | Fire Engineer | Fire |
| 5 | Brandon Barkhurst | Police Officer | Police |

Additionally, the Mayor and Council would like to congratulate Steve Cramer, Water Technician A, on his retirement. Steve leaves us after spending 30 years servicing the water needs of the citizens of Kingman.

b. Awards for outgoing commission members

- a. Dorian Trahan, Planning and Zoning Commission
- b. Kari Jo Hill, Economic Tourism Development Commission
- c. Stu Anderson, Municipal Utilities Commission
- d. Craig Schritter, Municipal Utilities Commission
- e. Dave Allen, Parks & Recreation Commission
- f. Douglas Ohlemann, Historical Preservation Commission
- g. Linda Thompson, Historical Preservation Commission
- h. Virginia Nelson, Golf Course Advisory Committee

4. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC

Those wishing to address the Council should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time. Comments should be limited to no longer than 3 minutes.

5. CONSENT AGENDA

All matters listed here are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the CONSENT AGENDA and will be considered separately.

a. Special Event Liquor License

Agent and applicant Ruby Duey, of the Mohave Livestock Association, has applied for a Special Event Liquor License to have the Annual Winter Dinner Fundraiser on February 13, 2010, from

4:00 p.m. to 2:00 a.m. The event will be held at 301 N. 4th Street in Kingman. **Staff recommends approval of the Special Event Liquor License application.**

b. Special Event Liquor License Application

Agent and Applicant Brandon Warner, of the Kingman Powerhouse Kiwanis, has applied for a Special Event Liquor License to have a fundraising event for Code 3 and Dollars for Scholars, on February 13, 2010, from 5:30 P.M. to 12:00 A.M. The event will be held at 120 W. Andy Devine Avenue in Kingman. **Staff recommends approval of the Special Event Liquor License Application.**

c. Resolution No. 4654 - Authorize the Mayor to Sign an Application to the Arizona Department of Commerce for a Rural Economic Development and Planning Assistance Grant to Fund the Development of 10,000 Interactive Marketing Brochures with Digital Versatile Discs (DVD's)

The Economic Development and Marketing Commission (EDMC) desires to apply to the Arizona Department of Commerce for a Rural Economic Development and Planning Assistance Grant to fund the development of 10,000 interactive marketing brochures. The estimated cost, developed by receiving three estimates, is \$16,500. The application deadline is 3:00 p.m. MST on January 11, 2010. The Arizona Department of Commerce is granting \$104,000 statewide to assist communities and counties in the economic development of general/comprehensive updates, market analysis, business retention and expansion efforts, evaluating community resources, tourism, business attraction, strategies that enhance community attractiveness, increase basic job opportunities, and investment in community growth. The EDMC has prepared the application and are seeking authorization to submit the application. The Commission is seeking local donations to serve as a match to enhance the competitiveness of the application. Failure to secure any donations will mean that the City will seek the entire \$16,500 from the State of Arizona. **Staff recommends the adoption of Resolution No. 4654.**

d. Resolution No. 4652 Authorizing the Mayor to Sign an Intergovernmental Agreement (IGA) with Mohave County Regarding Traffic Signal Maintenance

Mohave County maintains one traffic signal in the Kingman area at Bank Street and Northern Avenue. They have requested an IGA with the City of Kingman that would turn maintenance of this signal over to the city, with the county reimbursing any maintenance and operations costs. This would allow them to take advantage of our personnel to service this signal. We would bill time and materials for all work performed. **Staff recommends approving Resolution No. 4652, authorizing the Mayor to sign an IGA with Mohave County regarding traffic signal maintenance.**

e. Radio Purchase

In 2009 the Kingman Police Department applied for and was awarded a federal JAG/Byrnes grant for the purchase of fourteen (14) Kenwood mobile radios and fourteen (14) Kenwood portable radios to replace aging radios. The amount of the grant specified for the purchase of radios is \$47,540. The Police Department has received a quote for the purchase and installation of the radios from WECOM in the amount of \$46,864.98. The Kingman Police Department proposes to sole source the purchase of these radios to WECOM as they are the current primary radio vendor for the Police Department. WECOM has been responsible for the maintenance of the radio system and the installation of radios in the department's vehicles. The radios we propose to purchase are the same make and model as currently used by the Police Department

and WECOM is a Kenwood dealer. Additionally the radios are being purchased on the State of Arizona Procurement Contract. **Staff recommends authorization of the purchase of mobile and portable radios from WECOM.**

f. Council Endorsement of the Lower Colorado River Resource Conservation and Development Council

After discussing the draft letter with Dick Anderson, President of the Lower Colorado River Resource Conservation and Development Council I would encourage the City Council to endorse the draft letter to the Kingman/Golden Valley Association of Realtors, Inc. regarding the disclosure of well operations and testing. **Staff recommends that the Council endorse the letter from the Lower Colorado River Resource Conservation and Development Council regarding the disclosure of well operations and testing.**

g. Authorization for Mayor to Sign Commerce Contract No. R016-10-31 for an Energy Efficiency Block Grant Award of \$155,558.70 to Replace Street Light Lamps

The City of Kingman was notified by the Arizona Department of Commerce that \$155,558.70 had been allocated toward energy efficiency projects in Kingman. These are American Recovery and Reinvestment Act (ARRA) funds dedicated for energy efficiency and conservation projects. There is no local match required. We will assume administration of the project and reporting requirements of the grant. Staff submitted an application for the replacement of existing high pressure sodium street light lamps with new induction lamps. These lamps are projected to use around half as much electricity as our current lamps and last significantly longer. We have estimated that we could replace 188 of the approximately 800 street lights that the street department maintains. If additional funds become available or if we realize savings in this project, we could extend the project until grant funds are fully expended. **Staff recommends authorizing the Mayor to sign Commerce Contract R016-10-31 for an Energy Efficiency Block Grant award of \$155,558.70 to replace street light lamps.**

h. Request for Public Auction of Parcels IV-U-B-E and IV-U-B-C-a at the Kingman Airport and Industrial Park

Kingman Airport Authority, Inc. is requesting a Public Auction of Parcels IV-U-B-E and IV-U-B-C-a at the January 18, 2010 City Council Meeting. These two parcels contain 10.00 acres and have been appraised at \$653,400.00. The anticipated bidder does not require ADEQ or EPA permits approving operations on the site. **Staff recommends scheduling a Public Auction of Parcels IV-U-B-E and IV-U-B-C-a at the Kingman Airport and Industrial Park for the January 18, 2010 regular City Council meeting.**

i. Property Management Agreement between the City of Kingman and the Kingman Area Chamber of Commerce

The Property Management Agreement between the City of Kingman and the Kingman Area Chamber of Commerce is due for renewal. The agreement requires the Chamber to collect all rents and remit them to the City, maintain the property, assist the City in advertising vacant space and assist in screening applicants, and assist the City in enforcing rules and policies, as well as amending rules and policies as needed. If signed, the agreement will expire on December 31, 2012. **Staff recommends that Council allow the City Manager to sign the Property Management**

Contract with the Kingman Area Chamber of Commerce

6. OLD BUSINESS

Memorandum of Understand (MOU) For Sale of Effluent to Hualapai Valley Solar LLC

The City of Kingman has been approached by Hualapai Valley Solar regarding the sale of effluent produced by the upgraded Hilltop Wastewater Treatment Plant. The City of Kingman previously provided a non-binding letter indicating desire to provide the effluent. The City staff has met with a representative of HVS and negotiated an MOU for Council review and approval. **Staff requests that Council provide direction to staff for modifications or authorize the Mayor to sign the MOU.**

7. NEW BUSINESS

a. Letter of Support for the Kingman Route 66 Association Grant Application

Chris Durkin, of the Kingman Route 66 Association has requested a letter of support from the City of Kingman to submit along with a grant application. The grant they are applying for is through the Arizona Department of Commerce and will be used for their Historic Sign Restoration Project. **Staff requests direction from Council.**

b. Resolution No. 4653 – Water Service To An Unsubdivided Parcel Identified as Tax Parcel 320-11-139 for a Carl’s Junior Restaurant

On December 17, 2009, the Municipal Utility Commission reviewed a request from Jeff Dietz for water service to an unsubdivided parcel identified as Tax Parcel 320-11-139. This water service request is for development of a Carl’s Junior Restaurant on the 0.9 acre property at 3440 Stockton Hill Road, just north of Brake Masters. Resolution No. 4653 grants water service to parcel 320-11-139 for the subject restaurant. The Utility Commission voted 6-0 to recommend approval of water service to the subject unsubdivided parcel. The Commission voted 6-0 to recommend approval of water service to Tax Parcel 320-11-139. **Staff recommends approval of Resolution No. 4653.**

c. Public Hearing - Ordinance No. 1672 – Modifying the Utility Regulations to Include a Policy, Article and Rates for Reclaimed Water

The Hilltop Plant will be capable of producing up to 1 million gallons per day (MGD) of A+ quality effluent. Additional capacity to produce A+ effluent can be added in the future as the demand for reclaimed water increases. Reclaimed water may be used for many purposes including golf courses, industrial uses, agricultural and dust control for construction. The proposed Policy statement is a guideline on where and when reclaimed water should be used. The proposed Article XI includes the specifics of reclaimed water service such as definitions, priorities and engineering requirements. The proposed rate is \$0.643 per 1000 gallons of reclaimed water. Fees for meter reading, administration and billing would be charged at the same rate as potable water users. The proposed rate is based on the known costs for construction of A+ treatment facilities as well as estimates for capital costs for distribution, the amount of labor, maintenance and power costs. The proposed policy, article and rates were reviewed by the Municipal Utility Commission at their December 17, 2009 meeting and recommended for adoption by a vote of 6 to 0. The Municipal Utility Commission voted 6-0 to recommend adoption of the proposed Policy, Article and Rates for reclaimed wastewater.

Staff recommends approval of Ordinance No. 1672.

d. FY 2010-11 Preliminary Budget Calendar

Attached is the proposed fiscal year 2010-2011 budget calendar. Two Council workshops are suggested:

1. January 28, 2010 – Capital Improvements Plan and Financial Status Update 9:00 a.m. to noon (additional CIP workshops and financial updates can be scheduled in February, if needed)
2. April 12, 2010 – Budget work session 9:00 a.m. to 3:00 p.m. (additional budget workshops can be scheduled in April, if needed)

Staff recommends Council discuss availability of scheduling a capital improvements workshop including a financial status update on January 28, 2010 beginning at 9:00 a.m. and a budget workshop on April 12, 2010 from 9:00 a.m. to 3:00 p.m.

8. ANNOUNCEMENTS BY MAYOR, COUNCIL MEMBERS, CITY MANAGER

The Tri-City Council meeting is scheduled for Wednesday, January 13, 2010 at 10:00 at the Hualapai Mountain Medical Center.

ADJOURNMENT

Posted_____ **by**_____